

ENTRANCE POSITION ANNOUNCEMENT

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY
METROPOLITAN ACTION COMMISSION
(615) 862-8860, Extension 105

APPLICATIONS WILL BE ACCEPTED UNTIL AN ADEQUATE POOL IS ESTABLISHED.

TEACHER ASSISTANT-BEFORE CARE (19 HOUR) SALARY: \$10.516/HOUR

Work hours: (Monday-Thursday, 6:00 A.M.–10:00 A.M.) (Friday, 6:00 A.M.-9:00 A.M.)

POSITION DESCRIPTION:

Duties include:

- Assist classroom teacher
- Assist with integrating the educational aspects of Head Start
- Member of the classroom staff
- Provide children with a learning environment
- Provide children with varied experiences
- Help children to develop socially, intellectually, physically, and emotionally

MINIMUM REQUIREMENTS:

- Minimum of a high school diploma or GED
- Valid Tennessee Driver's License
- Previous work experience with young children
- Ability to work with children
- Teamwork experience

HOW TO APPLY

Applications can be downloaded from our website at www.nashville.gov/mac

Applicants may fax application and/or resume to (615) 862-8881

Or

Mail to the

METROPOLITAN ACTION COMMISSION

1624 5th Avenue North

Nashville, TN 37208

Or

Apply in person Monday through Friday between 9:00 am and 4:00 pm.

For questions contact the Human Resources department at (615) 862-8860 extension 105.

Please be advised that ALL candidates for ANY position with the Metropolitan Action Commission will be subject to a background check.

The Metropolitan Government of Nashville and the Metropolitan Action Commission are equal opportunity employers.

In compliance with Tennessee law, all applications are subject to public disclosure.

Requests for ADA accommodations should be directed to Thomas Cartmell at 862-8860 Extension 116

